



**CITY OF BUCKEYE  
SPECIAL COUNCIL MEETING  
JULY 14, 2016  
MINUTES**

**City Council Chambers  
530 E. Monroe Ave.  
Buckeye, AZ 85326  
2:00 p.m.**

**1. Call to Order/Roll Call**

Mayor Meck called the meeting to order at 2:00 p.m.

Members Present: Councilmember Garza (via telephone) Councilmember Orsborn, Councilmember McAchran, Councilmember Heustis, Vice Mayor Hess, and Mayor Meck.

Members Absent: None.

Departments Present: Interim City Manager Roger Klingler, City Attorney Shiela Schmidt, City Clerk Lucinda Aja, Deputy City Clerk Summer Stewart, Assistant to Council Carol Conley, Finance Director Larry Price, Water Resources Director Dave Nigh, Economic Development Director Len Becker, Human Resources Director Nancy Love, Development Services Director George Flores, Information Technology Director Greg Platacz, and Deputy Director of Planning Terri Hogan.

**2. Council to take action on Resolution No. 55-16 approving the Economic Development and Public Infrastructure Reimbursement Agreement between the City of Buckeye, Arizona and DMB White Tank, LLC, an Arizona limited liability company; and authorizing the Mayor to execute and deliver said Agreement.**

Staff Liaisons: George Flores-Development Services Director, Scott Zipprich- City Engineer, Adam Copeland- Senior Planner

Councilmember Orsborn declared a conflict of interest and recused himself from discussion and voting. Mr. Copeland provided an overview of the Economic Development and Public Infrastructure Reimbursement Agreement (“Agreement”). The Agreement is intended to better facilitate the development of a new grocery facility of approximately 120,000 square feet and associated offsite public improvements in order to enhance the City’s commercial and retail development potential in the area. A concept site plan was displayed; the project is generally located on the northwest corner of Jackrabbit Trail and Indian School Road within the Verrado Master Planned Community. An economic and fiscal impact analysis was discussed; the Fry’s grocery store building is estimated to be 125,000 square feet; and a total estimated commercial square feet for the entire site is 166,700. It is estimated the grocery facility will generate approximately \$2.3 million in retail sales tax and the entire site will generate approximately \$2.7 million in retail sales tax. Staff has determined certain improvements at the site are needed, which are considered regional in nature and not a part of the Verrado Community Master Plan. The cost of the improvements is approximately \$2.3 million. This Agreement identifies the sales tax estimated to be generated from the site with a 49 percent reimbursement of the sales tax along with a 49

percent reimbursement of Construction Sales Tax, with reimbursements not to exceed \$2.3 million. The reimbursement is expected to take approximately 2.5 years; the term of the Agreement is five years. The City will retain 51 percent of the sales tax revenue from the new grocery facility and other retail development within the land and 51 percent of the construction sales tax revenue of all on-site and off-site improvements. Qualifying reimbursable infrastructure includes two crossings over the Jackrabbit Channel, Jackrabbit Road street improvements, and improvements for portions of Indian School Road. Mr. Copeland stated staff recommends approval of the Agreement. Mr. Copeland clarified reimbursements come from sales tax generated from the entire site. Mr. Copeland clarified the sales tax reimbursement will come from the entire site; it is anticipated there will be five pads located at the site. A motion was made by Councilmember Heustis and seconded by Vice Mayor Hess to adopt Resolution No. 55-16 approving the Economic Development and Public Infrastructure Reimbursement Agreement between the City of Buckeye, Arizona and DMB White Tank, LLC, an Arizona limited liability company; and authorizing the Mayor to execute and deliver said Agreement. Motion passed unanimously.

**3. Council will consider, and if advisable, modify the salary and other terms of employment for the interim City Manager.**

Nancy Love, Human Resources Director

Ms. Love opened the discussion regarding modification and salary adjustments for the Interim City Manager, Roger Klingler. Mr. Klingler's employment history was reviewed; Mr. Klingler has been the Assistant City Manager for the City of Buckeye for approximately two years. Staff recommends increasing Mr. Klingler's salary to \$190,000 annually; there is no intention to fill the vacant Assistant City Manager position at this time, therefore the increase in salary would be covered by salary savings. Mr. Klingler has not requested additional compensation other than the increase in annual salary. Ms. Love provided information related to 457 retirement savings plans; the City does not currently contribute to these plans, however they are offered to each employee at their individual discretion to contribute. Vice Mayor Hess requested clarification regarding current employee salaries. Ms. Love provided further information related to employee salaries; there are currently employed directors who have been in their position for an extended period of time and who were placed at the maximum of their pay range after the recent action by Council placing employees into updated pay ranges based on time in position. Ms. Love stated contracts for the appointed position of City Manager are generally negotiated. Councilmember Orsborn provided statements related to the request to increase Mr. Klingler's salary; Mr. Cleveland's annual salary was based on his experience; however, Mr. Klingler should be paid a salary greater than the directors he will be managing. Ms. Love clarified the compensation for the City Manager has been a negotiation between the City Manager and Council. Councilmember Garza agreed the former City Manager's pay was set based on his experience; stated it was important to consider the additional duties and responsibilities Mr. Klingler will now be expected to perform; and stated it was important to consider what the base pay will be for recruitment of a City Manager. Mayor Meck requested further information regarding salary ranges of directors currently employed with the City; stated he is inclined to approve an annual salary adjustment for Mr. Klingler to \$180,000. Ms. Love stated a salary of \$180,000 would be an approximate 20 percent increase in pay. Councilmember McAchran provided statements related to Mr. Klingler's experience, including his experience as the Assistant City Manager for the City of Scottsdale; presented concerns related to recruitment; addressed the importance of properly compensating the City Manager. Councilmember Heustis provided additional statements related to Mr. Klingler's experience; discussed additional compensation that is not being requested and the resulting salary savings.

A motion was made by Councilmember McAchran and seconded by Councilmember Heustis to increase the annual salary of Roger Klingler, Interim City Manager, to \$190,000. A roll call vote reflected Councilmember Garza, Councilmember McAchran, and Councilmember Heustis voted aye; Councilmember Orsborn, Vice Mayor Hess, and Mayor Meck vote nay. Motion failed.

A motion was made by Councilmember Orsborn and seconded by Vice Mayor Hess to increase the annual salary of Roger Klingler, Interim City Manager, to \$180,000, to include additional compensation for vehicle reimbursement. Councilmember Garza requested clarification from Mr. Klingler regarding his acceptance of an annual salary increase to \$180,000 and vehicle reimbursement. Mr. Klingler stated his agreement with the action of Council. A roll call vote reflected Councilmember Garza, Councilmember Orsborn, Vice Mayor Hess, and Mayor Meck voted aye; Councilmember McAchran and Councilmember Heustis voted nay. Motion carried.

**4. Council will discuss and provide guidance to designated staff regarding the parameters and procedures for the selection process of a new City Manager.**

Nancy Love, Human Resources Director

Ms. Love provided an overview of the City Manager recruitment process and requested direction for moving forward with filling the City Manager position. Methods were discussed and include the use of staff or the use of a national executive search firm. Staff recommends the use of an executive search firm; these firms employ experienced recruiters with valuable resources and contacts. Ms. Love stated it was important that newly elected members of Council to be involved in the selection process. Councilmember Garza stated nationwide recruitment is a long process; stated it is important for the City Manager to have knowledge and experience with the City of Buckeye; stated it was important to take into consideration the experience of current councilmembers; and stated internal employees should be offered the opportunity to apply. Councilmember Orsborn stated he agreed newly elected councilmembers should be involved in the selection process and stated his agreement of the use of an outside recruitment firm. Ms. Love clarified the search firm will meet with Council and gather input. An estimated timeline was displayed; the procurement process will take approximately 95 days to complete; the recruitment process is estimated to take 90 to 120 days, with an anticipated appointment in the first quarter of 2017. Vice Mayor Hess requested information be provided to Council regarding comparator city recruitment; discussed the option of allowing a trial period for the Mr. Klingler, Interim City Manager, prior to utilizing a search firm. Councilmember McAchran stated his agreement with the use of a search firm and agreed it was important for newly elected members of council to be involved in the recruitment process. Ms. Love stated the cost of utilizing a search firm is estimated to be between \$25,000 and \$50,000; stated parameters for deliverables of the firm and recommended candidates can be established. Councilmember McAchran stated his interest in utilizing a search firm; stated it was important to choose a City Manager that is right for the City of Buckeye. Ms. Love provided further information related to the timeline of the procurement process. Ms. Schmidt clarified the Request for Proposal (RFP) could include a provision allowing the City the option to not elect to appoint a City Manager recommended by the recruitment firm during the solicitation process. Councilmember Heustis stated he is in favor of utilizing a search firm; stated Mr. Klingler should be afforded the opportunity to apply for the position; agreed newly elected councilmembers should be involved in the selection process; and discussed his concerns with national recruitment. Mayor Meck presented statements related to his experience with the recruitment process; stated he agreed newly elected councilmembers should be involved in the final selection of a City Manager. Ms. Schmidt clarified the item before council is for discussion and guidance. Ms. Love provided clarification regarding the procurement process and the recruitment strategy. Mayor Meck requested the RFP be provided to Council for review.

**5. Council will make a motion to adjourn the meeting.**

A motion was made by Councilmember Orsborn and seconded by Vice Mayor Hess to adjourn the meeting at 3:04 p.m. Motion passed unanimously.

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Jackie A. Meck, Mayor

ATTEST:

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Lucinda J. Aja, City Clerk

I hereby certify that the foregoing minutes are a true and correct copy of the Special Council Meeting held on the 14<sup>th</sup> day of July, 2016. I further certify that a quorum was present.

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Lucinda J. Aja, City Clerk